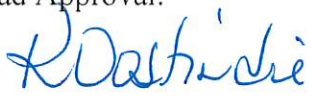





City of Wyoming, Michigan
Administrative Policy

Department Human Resources	
Department Head Approval: Kim Oostindie 	Date: 
City Manager Approval: Curtis Holt 	Date: 
Subject: Nursing Mothers Policy	

The City of Wyoming complies with the United States Department of Labor's break time requirement for nursing mothers in the Patient Protection and Affordable Care Act (PPACA). The City of Wyoming accommodates nursing mothers by providing them with time and a private space to express breast milk during the workday.

Nursing mothers should provide reasonable notice to their supervisor of the need to express breast milk during work hours. Supervisors will be flexible in providing paid break time to accommodate the employee. The City of Wyoming does not limit employees to the one year required under law. As long as a mother wishes to nurse their child, the City will continue to accommodate the employee with adequate time and a private space to express breast milk.

A designated private space that meets at least the minimum requirements under the law will be provided at each facility where employees work. Rooms will be clean, have a flat surface such as counter or table, and a comfortable place to sit. Whenever possible, the nursing rooms will also have access to a sink with hot and cold running water, have the ability to be locked, have appropriate signage, be kept at a comfortable temperature, be stocked with cleaning supplies, and have access to electricity. Supervisors, upon notice of need from the employee, are required to ensure the designated nursing room is appropriately equipped and ready to be used. Supervisors should work with the person in charge of each facility to ensure compliance.